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20 April 1970

MEMORANDUM FOR THE RECORD

SUBJECT: [] Procurement Procedures

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1. For the past several months procurement procedures for project [] have been under consideration at many levels of the Agency. OSA submitted three options to the DDS&T. These were to use OSA procurement procedures, standard Agency procedures, or OSA procedures but utilizing "Blue Book" and ICAD officers of the Agency system. These options were forwarded to PPB, who forwarded them to the Executive Director, who forwarded them to the Deputy Director of Support for a response. Jack Blake, Office of Logistics, wrote the response for the Deputy Director of Support, stating that this was an Agency project utilizing Agency monies and should be handled via standard Agency procedures. When PPB received this response they forwarded a memo to the DDS&T suggesting that either the Agency system or the OSA system be utilized but not a mixture of the two. The office of the DDS&T noted that a decision was not needed immediately and, in view of the fact that there was a considerable difference of opinion between DDS and PPB, decided to hold the matter in abeyance.

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2. On 16 April, just prior to a meeting with [] and ORD, it appeared as though it was necessary to clarify responsibilities and procedures for forthcoming procurement actions. A phone call from Jack Blake, which was engendered by his discussions with [] indicated that he was very firm in his position relative to using CIA procedures. Discussions with [] Carl Duckett, [] resulted in the

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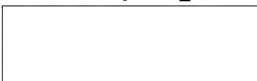
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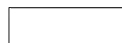
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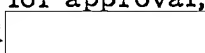
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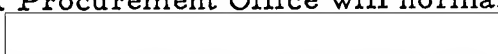
following procedures:

a. All approvals will go through the normal Agency approval channels, dependent on the amounts involved, but will stick to Agency regulations and procedures.

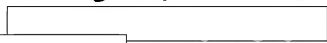
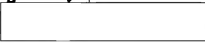
b. Procurement actions will be handled by  utilizing Agency practices and procedures. It is understood that this will at times require that a project go to the Procurement Review Board for approval, but we have been assured by both Jack Blake and  that this should in no case hold up procurement actions.

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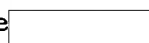
c. The OSA Procurement Office will normally work directly with the  of the Agency and a teletype is being installed to facilitate this procedure.

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d. Security matters will be handled by OSA Security, who will utilize the Agency Security Officer previously assigned to this project, , to the greatest extent possible.  received the concurrence of Jack Blake on this point.

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e. Storage facilities will be used in accordance with the recommendations of the OSA Security Office and the  Office.

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Deputy Director of Special Activities



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